

**CITY OF MIAMI BEACH
COMMISSION ITEM SUMMARY**



Condensed Title:

Approve the Award of Contracts to All Responsive and Responsible Bidders Pursuant to Bid No.09-02/03, for Repairs Including Collision Damage, Refurbishment, and Painting for City of Miami Beach vehicles.

Issue:

Shall the City Award Contracts to All Responsive and Responsible Bidders?

Item Summary/Recommendation:

The purpose of Invitation to Bid No. 09-02/03 is to pre-qualify repair facilities for the provision of repairs including collision damage, refurbishment, and painting for various City of Miami Beach vehicles.


When Fleet Management identifies work assignments, the pre-qualified bidders shall receive notification and will be requested to submit a quotation. Each job shall be quoted by a minimum of three (3) pre-qualified bidders. Fleet Management will give the bidders detailed descriptions of work to be performed and allowable days of "down time" to complete and return work. The pre-qualified bidders shall state in their quote, in number of days, the reasonable time it will take them to repair the vehicles quoted on ("down time"). This "down time", in number of days, shall be included as part of the quotation. The quotation will include specifications regarding the work to be accomplished, and offer an itemized price based on labor rates and materials to be provided. The award of a specific work assignment to one bidder does not preclude the ability of the remaining pre-qualified bidders, or the awarded bidder, from submitting offers for other work assignments.

APPROVE THE AWARD.

Advisory Board Recommendation: N/A

N/A

Financial Information:

Source of Funds:		Amount	Account	Approved
 Finance Dept.	1	\$200,000.00	510-1780-000342 Fleet Management	
	2			
	3			
	4			
	Total	\$200,000.00		

City Clerk's Office Legislative Tracking:

Andrew Terpak, extension 3601.

Sign-Offs:

Department Director	Assistant City Manager	City Manager
GL_____ ADT_____	MDB <u>mayra</u>	JMG <u>Jorge</u>

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AGENDA ITEM C2C
DATE 2-26-03

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139
www.ci.miami-beach.fl.us



COMMISSION MEMORANDUM

To: Mayor David Dermer and
Members of the City Commission

Date: February 26, 2003

From: Jorge M. Gonzalez
City Manager

Subject: REQUEST FOR APPROVAL TO AWARD CONTRACTS TO PRE-QUALIFIED BIDDERS FOR BODY WORK REPAIR (COLLISION DAMAGE) REFURBISHMENT AND PAINTING OF MIAMI BEACH VEHICLES, PURSUANT TO BID 09-02/03.

ADMINISTRATION RECOMMENDATION:

Approve the award of contracts.

FUNDING

Funds in the estimated amount of \$200,000 are available from Fleet Management Account Number 510-1780-000342.

ANALYSIS:

The purpose of Invitation to Bid No. 09-02/03 (the "Bid") is to pre-qualify repair facilities for the provision of repairs including collision damage, refurbishment and painting of City of Miami Beach vehicles.

The work specified in the Bid consists of furnishing all labor, machinery, tools, and means of transportation, supplies, equipment, materials, and services necessary for the body work repair (collision damage), refurbishment and painting of City vehicles.

The contract shall commence the day after award by the Mayor and City Commission and shall remain in effect for (2) two years. The prices are in effect for a two-year period from effective date and shall remain firm throughout the term of contract. The City shall have the option to renew for an additional four (4) years on a year-to-year basis. Continuation of the contract beyond the initial period is a City prerogative, and not a right of the bidder.

The Bid was issued on December 18, 2002, with an opening date of January 10, 2003. DemandStar by Onvia issued 1,054 notifications to individual firms, with 14 vendors requesting bid packages, which resulted in the receipt of seven (7) bids.

ANALYSIS (Continued)

The following bidders have been deemed to be responsive and responsible, and are recommended as pre-qualified bidders to participate in specific work assignments (i.e. body work repair, refurbishment, and painting) that are identified by the City on an as needed basis.

CubanShine Frame & Body;
Gus Paint & Body Shop Inc;
Caffi Brothers Shop;
Crony Body Works Inc;
Palmetto Ford Truck Sale Inc;
US Body Shop Inc; and
Auto Body Concepts, Inc.

Fleet Management representative(s) will request a quotation from a minimum of three (3) pre-qualified bidders. Qualified bidder will coordinate a scheduled inspection date with the Fleet Management Division.

Time Limit for Making Inspection

Pre-qualified bidders shall make their inspection within twenty-four (24) hours after being notified of work to be inspected. Not making an inspection within the required time can cause the job to be awarded to the bidder meeting this requirement at the sole discretion of the City.

Time Limit for Returning Quotations

Quotations must be returned no later than forty-eight (48) hours after the vehicle inspection. Failure of the pre-qualified bidder to submit the quotation within forty-eight (48) hours from notification will be considered a "no quote" and the pre-qualified bidder will not be eligible for consideration of award of that repair. The time limit requirement may be waived by the City in specific instances whereby additional time is needed to formulate an accurate quote.

No Quote

If Pre-qualified bidder wish not to bid a note quote notice shall be submitted.

Quoting Vehicles

Labor Rate per Hour: For the purpose of quoting work, the pre-qualified bidders shall submit with their quotes to the City of Miami Beach, itemizing costs (parts and labor).

ANALYSIS (Continued)

Fabrication Materials: The City of Miami Beach does not require that new materials be used, provided the used materials equal the materials used in the original vehicle, and match the original contours of the vehicle being repaired as to fit and alignment. The bidders shall take this into consideration when bidding on the type work. The pre-qualified bidders may bid new materials if they wish, but this decision will be left up to the bidder's professional judgment, remembering that all repairs must meet the warranty requirements of these specifications and the standards set forth herein. The City of Miami Beach, at its sole discretion, may furnish parts or materials, to be used in the repair of quoted vehicles. Parts that are to be supplied by the City of Miami Beach shall be clearly identified at the time of the quote. The pre-qualified bidder shall furnish the labor (to be included with the quote) to properly install and finish the items supplied as well as any other parts, labor, supplies, etc, necessary to produce a finished job.

NOTE: The City of Miami Beach reserves the right to specify product types/brand names of parts and materials to be used in vehicle repairs when requesting quotes.

Specialized Vehicles and Equipment: The City of Miami Beach reserves the right to have special vehicles repaired by other than pre-qualified bidders when the City believes its best interests will be served in that manner.

NOTE: Special vehicles shall be construed to mean custom fabricated vehicles such as: Fire Pumps, Bomb Disposal Vehicles, Rescue Ambulances, Command Centers, etc.

Awarding Quotes

Each job shall be quoted by the pre-qualified bidder after notification or scheduled time. The City of Miami Beach shall give the bidders detailed descriptions of work to be performed and allowable days of "down time" to complete and return work. The pre-qualified bidders shall state in their quote, in number of days, the reasonable time it will take them to repair the vehicles quoted on ("down time"). This "down time", in number of days, shall be included as part of the quotation.

In addition to the price quoted, the City shall use the bidder's "down time" quote as well as the bidder's past history of conforming to quoted "down time", quality of finished work, history of additional costs and additional "down time" and current quantity of vehicles being repaired by the quoting bidder in their decision to award the work. The City of Miami Beach reserves the right to weigh different factors appropriately to the type of vehicle being quoted and its priority for being returned to City service, at the sole discretion of the City.

ANALYSIS (Continued)

Authorization to Begin Work after Award

The Fleet Management Division shall review all written quotes and shall return a signed copy of the approved quotation with a work order number to the bidder awarded the job. This shall be the authorization to pick up the vehicle and begin repairs. Vehicles not picked up the business day after award notification, will be deemed forfeited and re-awarded to another pre-qualified bidder unless the pick-up time has been specifically waived by the City.

NOTE: If none of the quotes received are within the limit of days allowable "down time", the City reserves the right to waive its specified "down time" on that quote in lieu of the "down time" quoted by the awarded bidder.

Exceeding "Down Time"

If the pre-qualified bidder does not meet the "down time" requirement quoted, the City of Miami Beach reserves the right to have the vehicle returned to the City of Miami Beach's Fleet Management facility within twenty-four (24) hours after the expiration of the "down time". The removal of the vehicle from the bidder's facility and return to the City of Miami Beach shall be at the expense of the awarded bidder. If this option is exercised by the City of Miami Beach, the City's only liability shall be to pay for work already performed.

Additional Cost and Additional "Down Time"

The pre-qualified bidder, after being awarded work, shall notify the City within forty-eight (48) hours of pickup of the awarded vehicle, of any additional labor, parts cost, or "down time" that may be required to repair previously hidden damages. The pre-qualified bidder shall not perform, or bill for, any additional work until the pre-qualified bidder has received the City's prior approval. Should the City not agree with bidder's projected charges or ("down time" for hidden repairs) the City of Miami Beach may, at its sole discretion, remove the vehicle from the bidder's repair facility and have the vehicle re-quoted. The City of Miami Beach's only liability in this occurrence shall be for work already performed. Approved additional costs shall be itemized on an invoice, separate from the original quote and plainly labeled "hidden damages". Work for "hidden damages" is not authorized until such separate quote labeled "hidden damages" has been signed by the Fleet Management Division.

ANALYSIS (Continued)

The award of a specific work assignment to one (1) bidder does not preclude the ability of the remaining pre-qualified bidders, or the awarded bidder, from submitting offers for other work assignments.

In addition to the seven (7) pre-qualified bidders, the City may, if it's in our best interest, request quotations from the pre-qualified bidders from the Miami-Dade County Contract, which contains similar terms and conditions as the City's bid.

CONCLUSION

Based on the analysis of the bids received, it is recommended that contracts be awarded to all responsive and responsible bidders pursuant to Bid No. 09-01/02, for repair (collision damage), refurbishment, and painting for various City of Miami Beach vehicles.

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LABOR RATES

GROUP 1: LIGHT EQUIPMENT

	Body Repair	Paint	Mechanical	misc
CubanShine Frame & Body Inc.	\$24.00	\$24.00	\$30.00	\$30.00
Gus Paint & Body Shop Inc.	\$25.00	\$25.00	\$45.00	N/A
Caffi Brothers Body Shop	\$26.00	\$26.00	\$29.00	\$26.00
Crony Body Works, Inc	\$28.00	\$28.00	\$46.00	\$32.00
Palmetto Ford Truck Sale Inc	\$30.00	\$30.00	\$70.00	\$70.00
US Body Shop Inc	\$25.00	\$18.00	\$35.00	\$35.00
AutoBody Concepts, Inc	\$24.00	\$24.00	\$65.00	\$24.00

GROUP 2: MEDIUM EQUIPMENT Rates Per Hour

	Body Repair	Paint	Mechanical	Misc
CubanShine Frame & Body Inc.	\$30.00	\$25.00	\$30.00	\$30.00
Gus Paint & Body Shop Inc.	\$25.00	\$25.00	\$45.00	N/A
Caffi Brothers Body Shop	\$26.00	\$26.00	\$29.00	\$26.00
Crony Body Works, Inc	\$35.00	\$35.00	\$55.00	\$42.00
Palmetto Ford Truck Sale Inc	\$35.00	\$35.00	\$70.00	\$70.00
US Body Shop Inc	\$25.00	\$18.00	\$35.00	\$35.00
AutoBody Concepts, Inc	\$24.00	\$24.00	\$65.00	\$24.00

GROUP 3: HEAVY EQUIPMENT Rates Per Hour

	Body Repair	Paint	Mechanical	Misc
CubanShine Frame & Body Inc.	N/A	N/A	N/A	N/A
Gus Paint & Body Shop Inc.	\$35.00	\$35.00	\$60.00	N/A
Caffi Brothers Body Shop	N/A	N/A	N/A	N/A
Crony Body Works, Inc	\$35.00	\$35.00	\$55.00	\$42.00
Palmetto Ford Truck Sale Inc	\$45.00	\$45.00	\$70.00	\$70.00
US Body Shop Inc	N/A	N/A	N/A	N/A
AutoBody Concepts, Inc	\$24.00	\$24.00	\$65.00	\$24.00